

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

Benefits Administrator Memo #01-07

To: Benefits Administrators

From: Charles S. Reed, Associate Director
 State and Local Health Benefits Programs

cc: All OHB

Date: April 17, 2001

Re: Open Enrollment Notification to Non-Medicare Retirees and
 Extended Coverage (COBRA)

Open Enrollment for non-Medicare retirees and Extended Coverage (COBRA) participants is **May 1 – May 31**.

The attached Open Enrollment notifications will be mailed to non-Medicare retirees and Extended Coverage participants on April 18. The package will include the monthly rates for July 1, 2001; an Enrollment/Waiver form; a set of PCP Selection forms; and a Comparison of Benefits brochure. Most of these items also are available on the Web at <http://www.dhrm.state.va.us/hbenefit.htm>.

Enclosures:

- Non-Medicare Eligible Retiree Memo
- Extended Coverage Memo
- Retiree Rate sheet (11 x 17 folded)
- Extended Coverage Rate sheet
- Retiree E/W Form
- Actives/COBRA E/W Form
- Comparison of Benefits brochure

